



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
JANUARY 28, 2019

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. in the Procurement Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 1: AC2019-01-01

Slope Mower for Cecil

Vendor: ATMAX Equipment

(Cost: \$171,062.50; Funding: Capital)

Piggyback Posting: January 18-24, 2019



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Slope Mower for Cecil / ATMAX Equipment	Cost: \$171,062.50
Solicitation No: Piggy-Back	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: \$2,000 per year	Funding Source: Capital F2011-04 PH4

Attached / Supporting Documents

Exhibit "A" – Slope Mower Quote
Exhibit "B" - Piggy-Backing Information and Public Posting Notice

BACKGROUND:

This award submission recommends the purchase of a slope mower for Cecil Airport. The following drainage projects have removed pipe and placed sloped drainage ditches that have increase slope mower operations at the airport:

- F2010-01 Runway 18L/36R Runway Rehabilitation
- F2008-02 Taxiway Delta Extension
- F2012-01 Taxiway Echo and Echo One
- F2011-04 PH4 Airport Drainage Rehab PH4 (Landside and Airside)

The slope mower maintenance has been confirmed by JAA's Garage Foreman, who estimates the above-referenced on-going maintenance cost, which estimate is an average of service, tires, brake pads, blades and battery replacement for an initial five-year period, totaling \$10,000.00 (\$2,000.00 per year).

Procurement has reviewed this equipment purchase request against various vendors and cooperative purchasing sources and is of the opinion that, pursuant to § 3.08 of the Procurement Code, it is in JAA's best interest to purchase the requested slope mower by piggy-backing or utilizing the North Carolina Sheriff's Association Heavy Equipment Procurement Program Bid No. 19-03-0504, which was competitively awarded to ATMAX Equipment Co. (see Exhibit "A" for quote and specification summary).

RECOMMENDATION:

Cecil Airport recommends that JAA utilize North Carolina Sheriff Association Bid No. 19-03-0504 to make a properly noticed award to ATMAX Equipment Co. in a not-to-exceed amount of \$171,062.50, for the purchase of a slope mower for Cecil Airport. JAA reserves the right to make similar purchases from other vendors when it is in JAA's best interest to do so.



AC2019-01-01

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title: Kelly Dollarhide/Cecil Airport Director	I have verified that, as of <u>11/26/2018</u> there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).
Signature: <i>Kew</i>	

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Kelly Dollarhide
Director, Cecil Airport

Kew 11/14/18
Signature and Date

PROCUREMENT REVIEW:

Buyer: David Bonner

[Signature]
Signature and Date

Devin J. Reed
Procurement Director

[Signature] 01-22-19
Signature and Date

SUBMITTED FOR APPROVAL:

Rusty Chandler
Chief Cecil Airport & General Aviation

[Signature] 11/14/18
Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: _____

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



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Noticed Agenda Item

(Exhibits available upon request)

Item 2: AC2019-01-02

**Tractor – Challenger MT45E Agricultural
Vendor: Ring Power Corporation
(Cost: \$96,534.00; Funding: 45133 FY19 Small Cap.)
Piggyback Posting: January 8-15, 2019**



AC2019-01-02

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Tractor – Challenger MT45E Agricultural / Ring Power Corporation	Cost: \$96,534.00
Solicitation No: Piggy-back	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: \$1,500 for initial 5 years	Funding Source: 45133 FY 2019 Small Capital
Attached / Supporting Documents	
Exhibit "A" – Ring Power Quote Exhibit "B" – Public Notice Posting	

BACKGROUND:

The Jacksonville Aviation Authority (JAA) needs landscape maintenance equipment for the Jacksonville International Airport (JIA). The Facilities Department requests authorization to purchase a Challenger MT45E Agricultural Tractor to be used for airfield and landside grounds maintenance.

The requested equipment has been coordinated with JAA's Garage Foreman and the estimated annual maintenance cost of \$1,500.00 is for routine servicing and periodic replacement of tires, brake pads and batteries for the initial five years.

Procurement has reviewed this purchase request against various vendors and cooperative purchasing sources and believes, pursuant to § 3.08 of the Procurement Code, it is in JAA's best interest to purchase the requested equipment by utilizing Florida Sheriff's Association Contract No. FSA18-VEH16.0, which was competitively awarded to Ring Power Corporation.

RECOMMENDATION:

Facilities recommends JAA utilize Florida Sheriff's Association Contract No. FSA18-VEH16.0, to make a properly noticed award to Ring Power Corporation for the purchase of one Challenger MT45E Agricultural Tractor in a total not-to-exceed amount of \$96,534.00. JAA reserves the right to make similar purchases from other vendors when it is in its best interest to do so. Funds for this purchase are budgeted within 45133 FY 2019 Capital.



AC2019-01-02

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	David Jones / Director, Facilities
Signature:	<i>[Signature]</i>

I have verified that, as of 1/8/2019 there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same.

ORIGINATED BY:
 Kira Zander
 Facilities Administrator
[Signature] 1/14/2019
 Signature and Date

SUBMITTED FOR APPROVAL BY:
 David Jones
 Director, Facilities
[Signature] 14 JAN 2019
 Signature and Date

PROCUREMENT REVIEW:
 Buyer: Monica Frazier
 Devin J. Reed
 Procurement Director
[Signature] 01-22-19
 Signature and Date

SUBMITTED FOR APPROVAL:
 Anthony Cugno
 Chief Operating Officer
 Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: ___ Ayes; ___ Nays)

Meeting Date: _____

Recording Secretary _____

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date _____

CONDITIONS OF APPROVAL, IF ANY:



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Noticed Agenda Item

(Exhibits available upon request)

Item 3: AC2019-01-03

**Generator Monitoring Software
Vendor: Ring Power Corporation
(Cost: \$412,000.00; Funding: 45133.77280)**



AC2019-01-03

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Generator Monitoring Software / Ring Power Corporation	Cost: \$412,000.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 45133.77280
Attached / Supporting Documents	
Exhibit "A" – Approved Award Submission AC2018-12-05	
Exhibit "B" – Approved Award Submission AC2018-01-02	

BACKGROUND:

On December 16, 2018, the Jacksonville Aviation Authority's (JAA) Awards Committee approved Award No. AC2018-12-05 for Generator Maintenance and Repair Services to Ring Power, utilizing St. Johns County's Countywide Generator Maintenance and Services Master Contract No. 13-MCC-RIN-04918. This award includes all of JAA's emergency generators at JIA, JAXEX and Cecil, as follows:

Initial Three Year Term	First Renewal	Second Renewal
\$210,000.00	\$70,000.00	\$70,000.00

Due to administrative oversight, the original award did not include the monitoring system Omnimetrix, which is utilized at JIA to monitor 16 emergency generators for an additional annual cost of \$82,400.00 under the existing contract. Omnimetrix is offered exclusively through Ring Power Corporation and increases the systems reliability with proactive and predictive monitoring that monitor major failure point's service with alarm notifications to all concerned parties by cellular means. This monitoring service will prevent future failures which leads to cost savings and less down time.

RECOMMENDATION:

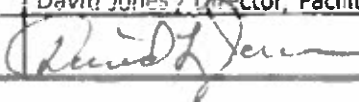
Facilities recommends JAA Award No. AC2018-12-05 to Ring Power Corporation, for routine maintenance and repair services, be amended to: (i) correct an administrative error of omitting the Omnimetrix System required to monitor JIA's 16 emergency generators; and (ii) increase the associated annual cost by \$82,400.00, for a total not-to-exceed budgeted amount to \$762,000.00. Funds are budgeted within cost center 45133.77280.

Initial Three Year Term	First Renewal	Second Renewal
\$210,000.00 + \$247,200.00 for Omnimetrix	\$70,000.00 + \$82,400.00 for Omnimetrix	\$70,000.00 + \$82,400.00 for Omnimetrix



AC2019-01-03


SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	David Jones / Director, Facilities
Signature:	

I have verified that, as of 1/8/2019 there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same).


ORIGINATED BY:

Kira Zander
Facilities Administrator

 1/14/2019
Signature and Date


SUBMITTED FOR APPROVAL BY:

David Jones
Director, Facilities

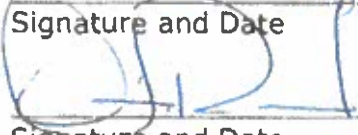
 14 JAN 2019
Signature and Date

PROCUREMENT REVIEW:

Buyer: Monica Frazier

 1/16/19
Signature and Date

Devin J. Reed
Procurement Director

 01.22.19
Signature and Date

SUBMITTED FOR APPROVAL:

Anthony Cugno
Chief Operating Officer

Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: _____

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



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Noticed Agenda Item

(Exhibits available upon request)

Item 4: AC2019-01-04

Air Conditioning Filters for JIA

**Vendor: Daikin Applied Americas, Inc. and American Air Filter International
(Cost: \$20,000.00; Funding: 45123.77350)**



AC2019-01-04

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Air Conditioning Filters for JIA / American Air Filter International	Cost: \$20,000.00
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 45123.77350

Attached / Supporting Documents

Exhibit "A" - Approved Award Submission AC2015-07-07

BACKGROUND:

On July 27, 2015, the Jacksonville Aviation Authority (JAA) was approved via Award No. AC2015-07-07, to utilize the General Services Administration's (GSA) Contract No. GS-07-0377V with Daikin Applied Americas, Inc. to make a properly noticed award to American Air Filter International for the purchase of air conditioner filters (see attached Exhibit "A"). The award is in an annual not-to-exceed amount of \$30,000.00 and includes the purchase of one-inch, two-inch, four-inch and 12-inch filters used in the various heating, ventilation and air conditioning units found throughout the terminals and other buildings of the Jacksonville International Airport (JIA).

Due to an increase in product costs and frequency of filter changes, expenses incurred during fiscal year 2019 will exceed \$30,000.00. As such, Facilities requests authorization to increase the total amount by \$20,000.00. This increase will allow Facilities to remain in compliance with JAA's requirements for air filter changes.

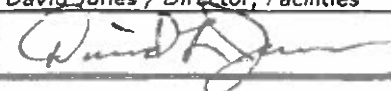
RECOMMENDATION:

Facilities recommends JAA Award No. AC2015-07-07, awarded to American Air Filter International for air conditioning filters at JIA, be amended to increase the annual not-to-exceed amount total from \$30,000.00 to \$50,000.00, to address current fiscal year increases in product costs and filter change frequency. Funds for this purchase are budgeted within 45123.77350.




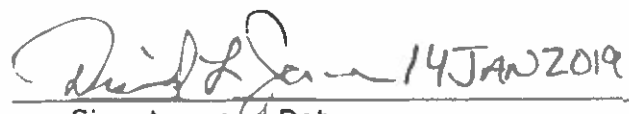
AC2019-01-04


SUBMISSION FOR AWARDS COMMITTEE APPROVAL

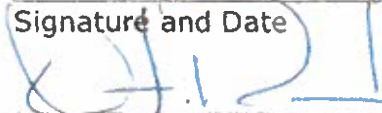
Verification of Funding	
Name/Title:	David Jones / Director, Facilities
Signature:	

I have verified that, as of 1/11/2019 there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same).

ORIGINATED BY:
 Kira Zander
 Facilities Administrator
 1/14/2019
 Signature and Date

SUBMITTED FOR APPROVAL BY:
 David Jones
 Director, Facilities
 14 JAN 2019
 Signature and Date

PROCUREMENT REVIEW:
 Buyer: Monica Frazier
 1.16.19
 Signature and Date

Devin J. Reed
 Procurement Director
 01 23 19
 Signature and Date

SUBMITTED FOR APPROVAL:
 Anthony Cugno
 Chief Operating Officer

 Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: _____

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



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Noticed Agenda Item

(Exhibits available upon request)

Item 5: AC2019-01-05

**Two Shuttle Buses for Parking Operation
Vendor: Creative Bus Sales, Inc.
(Cost: \$129,287.30; Funding: 43605-Small Cap FY19)
Piggyback Public Posting: January 18–25, 2019**



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Two Shuttle Buses for Parking Operation / Creative Bus Sales, Inc.	Cost: \$129,287.30
Solicitation No: Piggy-Back	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 43605 - Small Cap FY19
Attached / Supporting Documents	
Exhibit "A" - Contract Pricing Worksheet	
Exhibit "B" - JAA Vehicle Request Form and Public Posting Notice	

BACKGROUND:

The Jacksonville International Airport (JIA) has eight buses and two electric carts that currently operate at its three parking facilities, the Daily Surface, Economy I and Economy II. JIA's Parking function is responsible for the maintenance, repair and fuel costs incurred in operating these buses, in the 24-hours a day, seven days a week transport of passengers between the terminal and its parking facilities.

JIA is in the process of decommissioning and replacing two of its buses. After discussing this issue with Procurement, it was decided that, pursuant to § 3.08 of the Procurement Code, JAA's best interests are served by utilizing or piggybacking Houston-Galveston Area Council Contract No. BT01-17, which was competitively awarded to Creative Bus Sales, for the purchase of two ADA shuttle buses at a cost of \$129,287.30 (12-passenger with two wheelchair positions). JAA's Ground Transportation and Garage have reviewed and are in agreement with this request.

RECOMMENDATION:

Parking recommends that JAA utilize Houston-Galveston Area Council Contract No. BT01-17 to make a properly noticed award to Creative Bus Sales, Inc., pursuant to § 3.08 of the Procurement Code, for the purchase of two ADA shuttle buses (12-passenger with two wheelchair positions), in an amount not to exceed \$129,287.30, plus any reasonable processing fees associated with utilizing the referenced Contract.



AC2019-01-05

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Ross Jones / Director of Finance
Signature:	<i>[Handwritten Signature]</i>

I have verified that, as of 1/18/2019 there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same).

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Nancy Coppen
Manager, Parking & GT
[Signature] 1/10/19
Signature and Date

PROCUREMENT REVIEW:

Buyer: Marilyn V. Fryar
[Signature] 01.18.19
Signature and Date

Devin J. Reed
Procurement Director
[Signature] 01.23.19
Signature and Date

SUBMITTED FOR APPROVAL:

Richard Rossi
Chief Financial Officer
[Signature] 1/10/2019
Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: _____

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



JACKSONVILLE AVIATION AUTHORITY
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Noticed Agenda Item

(Exhibits available upon request)

Item 6: AC2019-01-06

AirportICE Annual Maintenance

Vendor: Intellisoft

(Cost: \$327,308.22; Funding: 24001)

Sole Source Public Posting: January 17-24, 2019



AC2019-01-06

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: AirportICE Annual Maintenance / Intellisoft **Cost:** \$327,308.22

Solicitation No: RFP17-06-24001 **Budgeted, Transferred, or Contingency:** Budgeted

On-Going Maintenance Cost: **Funding Source:** 24001

Attached / Supporting Documents

Exhibit "A" – RFP Response Pricing (page 59)

Exhibit "B" – Sole Source Document and Public Posting Notice

BACKGROUND:

In November 2016, JAA issued Request for Proposals No. 17-06-24001 (RFP) and subsequently selected Intellisoft's Airport ICE software to manage and maintain badges and related credentials at JIA. As this application represents a critical system for JIA and helps ensure compliance with Federal regulations, it is in JAA's best interest to have continued software support from Intellisoft as the original equipment manufacturer (OEM).

As the OEM, Intellisoft is the only vendor that can provide software support and updates, so this request represents a sole-source purchase.

Annual maintenance is \$61,650 for the first year, which is consistent with pricing provided in response to the RFP.

RECOMMENDATION:

Information Technology recommends a properly noticed sole source award be made to Intellisoft, the OEM for software awarded pursuant to RFP No. 17-06-24001, for software support and maintenance, in an initial year not-to-exceed amount of \$61,650.00, with renewal options at approximately an annual three percent increase for up to four years at the sole discretion of JAA, for a potential total not-to-exceed amount of \$327,308.22.

Initial Year	First Renewal	Second Renewal	Third Renewal	Fourth Renewal
\$61,650	\$63,499.50	\$65,404.49	\$67,366.62	\$69,387.62



AC2019-01-06

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding:		I have verified that, as of <u>1/16</u> 2019, there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same.</i>)
Name/Title:	<u>Steven Schultz Dir IT</u>	
Signature:	<u>[Signature]</u>	

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Steven Schultz
Director of Information Technology

[Signature] 16-JAN-2019
Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

[Signature]
Signature and Date

Devin J. Reed
Procurement Director

[Signature] 01 24 19
Signature and Date

SUBMITTED FOR APPROVAL:

Rosa Beckett
Chief Administrative Officer

[Signature]
Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date:

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



JACKSONVILLE AVIATION AUTHORITY
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Noticed Agenda Item

(Exhibits available upon request)

Item 7: AC2019-01-07

**Oracle Upgrade
Vendor: Rackspace (Tricore)
(Cost: \$456,695.00; Funding: J2019-09)**



SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Oracle Upgrade / Rackspace (Tricore)	Cost: \$456,695 (+10% base price contingency of 42,000)
Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost:	Funding Source: J2019-09
Attached / Supporting Documents	
Exhibit "A" - Rackspace Proposed SOW and Pricing	
Exhibit "B" - RFP 18-01-24001 Page 20-21 - Scope of Solicitation and Award No. AC2018-01-06	

BACKGROUND:

JAA previously issued Request for Proposals No. 18-01-24001 (RFP) and subsequently selected Rackspace to provide support and maintenance for Oracle eBusiness Suite and related environments and interfaces.

In anticipation of the necessity to upgrade JAA's Oracle applications, the RFP also pre-qualified the awardee to perform the upgrade from the current 12.1.3 version to the Oracle's latest release (12.2.8), if its upgrade proposal was acceptable to JAA in cost and in scope. Rackspace has delivered its pricing and statement of work, and JAA IT believes both are agreeable and wishes to move forward with the upgrade effort before our current applications fall out of Oracle's mainstream support.

Total Potential Costs are outlined in the table below:

Not to Exceed Upgrade Cost	\$ 423,095.00
Anticipated Expenses	\$ 33,600.00
Contingency (10%)	\$ 42,000.00
Total Potential Cost	\$ 498,695.00

Note that this request includes a contingency of approximately 10% to cover unforeseen expenses and approved scope changes encountered during the project.

RECOMMENDATION:

Information Technology recommends JAA Award No. AC2018-01-06, awarded to Rackspace for support and maintenance for Oracle eBusiness Suite and related environments and interfaces, be amended to: (i) upgrade Oracle from 12.1.3 to 12.2.8 as contemplated by RFP No. 18-01-24001; and (ii) increase the not-to-exceed amount by \$456,695.00, plus a 10% contingency of \$42,000 for unforeseen expenses and scope, for a total increase of \$498,695.00 and a new potential total not-to-exceed award amount of \$1,389,695.00.



AC2019-01-07

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Kimberly Howard Sr. Manager of Planning
Signature:	<i>Kimberly Howard</i>

I have verified that, as of 1/16/2019, there are budgeted funds in the above referenced funding source that are sufficient to cover the amount of this award submission. I have also verified that the funding source is not a budgeted or that requires the award to be funded from a separate approved document or is funding the same.

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Steven Schultz
Director of Information Technology

Steven Schultz 16-JAN-2019
Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

Samantha Smid
Signature and Date

Devin J. Reed
Procurement Director

Devin J. Reed 01-24-19
Signature and Date

SUBMITTED FOR APPROVAL:

Rosa Berkett
Chief Administrative Officer

Rosa Berkett 1/17/19
Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: _____

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
JANUARY 28, 2019

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. in the Procurement Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 8: AC2019-01-08

Security Training Update

Vendor: SSI

(Cost: \$275,600.00; Funding: J2019-13)

Sole Source Public Posting: January 17-24, 2019



AC2019-01-08

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Security Training Update / SSI **Cost:** \$275,600 (+5% Contingency of \$13,780)

Solicitation No: Sole Source **Budgeted, Transferred, or Contingency:** Budgeted

On-Going Maintenance Cost: **Funding Source:** J2019-13

Attached / Supporting Documents

Exhibit "A" – SSI Quote

Exhibit "B" – Sole Source Form and Public Posting Notice

BACKGROUND:

JAA currently uses SSI (Safety and Security Instruction) to deliver content for badge training and to record related exam results. This training is instrumental to JIA's badging process and compliance efforts.

Over time, the content of this training must be updated to remain current with regulations with which JAA must comply. In addition, the related technology for delivering the content must be updated occasionally so it is compatible with current technology and security protocols.

SSI training is interfaced directly to JIA's badging software, Airport ICE. Changing from SSI would be a significant effort and very costly, requiring not only selection of a different vendor, but the same effort to redevelop the content plus the additional effort to rewrite interfaces and certify them for Airport ICE. As such, JAA Information Technology recommends treating this as a sole source purchase.

The quote for refreshing the training is \$275,600.00. JAA Information Technology recommends adding a 5% contingency of \$13,780.00 for unanticipated and/or additional scope not considered in the quote but deemed appropriate once work begins. This would be a potential not-to-exceed award amount of \$289,380.00.

RECOMMENDATION:

Information Technology recommends JAA make a properly noticed sole-source award to SSI for updates to badge training and related services, in the amount of \$275,600.00, plus a 5% contingency of \$13,780.00 for unanticipated scope needs, for potential total not-to-exceed award amount of \$289,380.00.



AC2019-01-08

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Kimberly Howard Sr. Manager of Planning
Signature:	<i>Kimberly Howard</i>

I have verified that, as of 1/25, 2019, there are budgeted funds in the above referenced funding source that are sufficient to cover the amount of this award submission. Directors or their designees may verify funding; however, verification of an award submission that is budgeted or that requires transferred appropriations, funding must also attach approved documentation evidencing the same.

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Steven Schultz
Director of Information Technology

Steven Schultz 16-JAN-2019
Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

Samantha Smid
Signature and Date

Devin J. Reed
Procurement Director

Devin J. Reed 01-24-19
Signature and Date

SUBMITTED FOR APPROVAL:

Rosa Beckett
Chief Administrative Officer

Rosa Beckett 11-11-18
Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: _____

Recording Secretary _____

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date _____

CONDITIONS OF APPROVAL, IF ANY:



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
JANUARY 28, 2019

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. in the Procurement Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

Noticed Agenda Item

(Exhibits available upon request)

Item 9: AC2019-01-09

Spa Services and Specialty Retail Concessions

Vendor: Comfort Zone Spa

(Revenue Generating; Funding: N/A)

Public Notice Posting: October 25 - November 26, 2018



AC2019-01-09

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Spa Services and Specialty Retail Concessions / Comfort Zone Spa	Cost: Revenue Gen.
Solicitation No: Public Notice	Budgeted, Transferred, or Contingency: N/A
On-Going Maintenance Cost: N/A	Funding Source: N/A

Attached / Supporting Documents

Exhibit "A" – Public Notice

BACKGROUND:

Comfort Zone Spa is the concessionaire currently providing Spa Services and Specialty Retail Services at Jacksonville International Airport (JAX). Spa services in a niche operation with a limited market in medium-sized airports. On or about October 23, 2018, Procurement with concurrence from General Counsel, issued a Public Notice stating that the JAA would negotiate/award an agreement with the incumbent unless JAA received responses from other interested parties to provide these services. JAA did not receive any responses and elected to proceed with awarding a contract to Comfort Zone Spa.

RECOMMENDATION:

Business Development recommends a publicly noticed award be made to Comfort Zone Spa, the incumbent, for Spa Services and Specialty Retail Concessions, for a three-year term and two-month term, with no renewal options. This contract is revenue generating and, without limitations, requires annual rent due to JAA of \$30,000, or a 10% fee of annual gross revenues on sales from the spa and massage services, 12% fee of annual gross revenues on sales from the Courtyard location from merchandise sales and 14% fee of annual gross revenues on sales from the Concourse A location from merchandise sales.



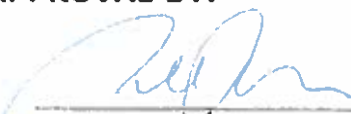
AC2019-01-09

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	I have verified that, as of ___/___/2019, there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).
Signature:	

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Jeff Taylor
Senior Properties Administrator

 01/22/2019
Signature and Date

PROCUREMENT REVIEW:

Buyer: Marilyn V. Fryar

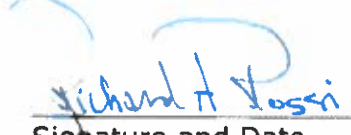
 01/22/19
Signature and Date

Devin J. Reed
Procurement Director

 01/24/19
Signature and Date

SUBMITTED FOR APPROVAL:

Richard Rossi
Chief Financial Officer

 1/22/2019
Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: ___ Ayes; ___ Nays)

Meeting Date: _____

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
JANUARY 28, 2019

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. in the Procurement Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

Noticed Agenda Item

(Exhibits available upon request)

Item 10: AC2019-01-10

**JIA Garage Structural Work and Joint Sealant
Vendor: Waterproofing Specialists
(Cost: \$1,338,400.00; Funding: Capital)**



AC2019-01-10

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: JIA Garage Structural Work and Joint Sealant / Waterproofing Specialists	Cost: \$1,338,400.00
Solicitation No: C-835	Budgeted, Transferred, or Budgeted Contingency:
On-Going Maintenance Cost: N/A	Funding Source: Capital
Attached / Supporting Documents	
Exhibit "A": Bid Tab and Solicitation Sheet	

BACKGROUND:

A Facility Condition Structural Assessment of both the hourly and daily garages was completed to document the condition of the existing structural systems. This project includes the immediate repairs recommended as part of that assessment. The scope includes repairs to expansion joints in the upper level roadway, replacing floor sealants in the upper levels of the parking garages, performing the recommended immediate structural repairs, and the replacement of the membrane roofs located on the existing garage stair roofs. The package bid as follows:

Five bids were received on December 11, 2018. Waterproofing Specialists submitted a low total bid of \$1,338,400.00. The other total bids provided were:

Intron Technologies - \$1,375,073.55
Restocon Corporation - \$1,534,347.25
Matcon Construction Services - \$1,881,768.00
ACON Construction Co. - \$2,774,688.50

The Engineer's Estimate was \$3,612,187.36. The five bidders were competitive and less than the engineers estimate. Therefore, Waterproofing Specialists' bid is considered acceptable for award of the contract.

There is currently \$3,181,950.85 remaining in the project budget.

RECOMMENDATION:

Planning and Engineering recommends an award be made to Waterproofing Specialists, the lowest responsive, responsible bidder of five bidders in response to ITB C-835, for the JIA-Garage & Roadway Structural and Joint Improvements, in the amount of \$1,338,400.00.



AC2019-01-10

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Kimberly Howard - Sr. Manager of Planning
Signature:	<i>Kimberly Howard</i>

I have verified that, as of 1 / 25 / 2019, there are budgeted funds in the above referenced funding source that are sufficient to cover the amount of this award submission (directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same)

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Jaime Eaton
Design & Construction Engineer

Jaime Eaton 1/16/19
Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

N/A
Signature and Date

Devin J. Reed
Procurement Director
Devin Reed

Devin Reed 01.24.19
Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date:

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
JANUARY 28, 2019

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. in the Procurement Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

Noticed Agenda Item

(Exhibits available upon request)

Item 11: AC2019-01-11

**JIA Garage, Curbside Floor Coating Project
Vendor: Charles Perry Partners, Inc.
(Cost: \$1,565,427.96; Funding: Capital)**



AC2019-01-11

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: JIA Garage, Curbside Floor Coating Project / Charles Perry Partners, Inc.	Cost: \$1,565,427.96
Solicitation No: C-833	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: Capital
Attached / Supporting Documents	
Exhibit "A": Bid Tab and Solicitation Sheet	

BACKGROUND:

Currently, the existing porous concrete sidewalk is difficult to maintain a consistent appearance due to staining from pedestrian traffic, trash and spills. The proposed surface coating project will offer a material that is wear and slip resistant as well as being easy to maintain. The project scope includes the following areas:

- Upper & Lower Curbside Sidewalk/Planters
- Commercial Curb
- Pedestrian walkway to the 3rd level of the hourly garage
- Moving walkway area
- 1st level of the hourly garage at the entrance to the rental car area
- The elevator landing areas on Levels 1-3

A single responsive, responsible bid was submitted on December 18, 2018, by Charles Perry Partners, Inc., for \$1,565,427.96.

The Engineer's Estimate was \$1,664,358.20. Therefore, Charles Perry Partners, Inc.'s bid is considered acceptable for award of the contract.

There is currently \$727,498.65 remaining in the project budget. A budget transfer in the amount of \$920,000.00 is needed to move forward with the project and will be requested as part of the Board Meeting on January 28, 2019.

RECOMMENDATION:

Planning and Engineering recommends an award be made to Charles Perry Partners, Inc., the single responsive, responsible bidder in response to ITB C-833, for the JIA-Garage and Curbside Floor Coating project, in the amount of \$1,565,427.96.



AC2019-01-11

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding		I have verified that, as of <u>1/25/2019</u> , there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same).
Name/Title:	Kimberly Howard - Sr. Manager of Planning	
Signature:	<i>Kimberly Howard</i>	

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Jaime Eaton
Design & Construction Engineer

Jaime Eaton 01/16/19
Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

Devin J. Reed
Procurement Director
Form approved

RIA
[Signature] 01.24.19
Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: _____
Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY:



JACKSONVILLE AVIATION AUTHORITY
AWARDS COMMITTEE MEETING AGENDA
JANUARY 28, 2019

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. in the Procurement Conference Room of JAA's Administration Building, which is located at 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. ***The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.***

Noticed Agenda Item

(Exhibits available upon request)

Item 12: AC2019-01-12

**Herlong T-Hangar and Taxilanes
Vendor: Core Construction Group
(Cost: \$1,696,975.19; Funding: Capital)**



AC2019-01-12

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Herlong T-Hangar and Taxilanes / Core Construction Group	Cost: \$1,696,975.19
Solicitation No: C-836	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: Capital
Attached / Supporting Documents	
Exhibit "A": Bid Tab and Solicitation Sheet	

BACKGROUND:

The project includes the construction of a new 20,000 square foot aircraft T-Hangar facility (14 hangar bays). The new t-hangar will mirror the existing hangar located directly to the east. Site construction includes grading, drainage, pavement, tie-in utilities and access taxilanes.

Four bids were received on December 18, 2018. Core Construction Group submitted a low total bid of 1,696,975.19. The other total bids provided were:

D&M Construction dba Foresight - \$1,837,300.00
Scherer Construction - \$1,896,699.01
Crabtree Construction Company - \$2,005,735.00

The Engineer's Estimate was \$1,975,140.00. Therefore, Core Construction Group's bid is considered acceptable for award of the contract.

There is currently \$2,207,398.26 remaining in the project budget.

RECOMMENDATION:

Planning and Engineering recommends an award be made to Core Construction Group, the lowest responsive, responsible bidder of four bidders in response to ITB C-836, for the Herlong T-Hangar and Taxilanes project, in the amount of \$1,696,975.19.



AC2019-01-12

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Name/Title:	Kimberly Howard - Sr. Manager of Planning
Signature:	

I have verified that, as of 1/25/2019, there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*)

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Jaime Eaton
Design & Construction Engineer

Signature and Date

PROCUREMENT REVIEW:

Buyer: Samantha Smid

N/A
Signature and Date

Devin J. Reed
Procurement Director
from approved

Signature and Date 01 24 19

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: _____

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY: